

*Subject*

18 JAN 1979

MEMORANDUM FOR: Deputy Director for Administration  
FROM : F. W. M. Janney  
Director of Personnel  
SUBJECT : Office of Personnel Report -  
Week Ending 17 January 1979

1. Recruiters and News Media:

STATINTL

a. [REDACTED] recruiter, was interviewed by a reporter (Jones) from The Los Angeles Times on Monday, 8 January. He stated that the interview went well. Mr. Jones requested to talk to some current candidates and to an operations officer on an anonymous basis. He was advised to contact the Public Affairs Office. Mr. Jones contacted Public Affairs but was referred back to Recruitment Division and to [REDACTED], Chief of our Washington Area Recruitment Office. Mr. Jones stated that he was considering writing an article about female applicants and employees of CIA. He again asked to interview an applicant and was told that this was out of the question because of the Privacy Act, the confidentiality of an interview, and the fact that at the time of an interview neither the applicant nor recruiter nor anyone else in the Agency could predict whether the applicant would eventually join the Agency. (U)

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b. At the request of the Public Affairs Office, [REDACTED] Deputy Director of Personnel for Recruitment and Placement, was interviewed over the phone by a reporter for The Camden Courier Post on 16 January. The reporter was inquiring about our ad for Career Trainees in The Philadelphia Inquirer. She was primarily interested in why we were advertising, our requirements and qualifications being sought. The interview was positive and friendly. (U)

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c. During the week, [REDACTED] recruiter, was interviewed by a reporter from a Black radio station about recruiting women for the Agency. [REDACTED] recruiter, also spoke about the same subject with a reporter in Texas. (U)

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2. Washington Area Recruitment Office: Applicant interviews at the Washington Area Recruitment Office have been quite heavy for the past two weeks, running from a low of 21 on 2 January to a high of 45 on 10 January. (U)

3. The Handicapped: The Assistant Coordinator for Selective Placement of the Handicapped met with [REDACTED], OS/Safety Branch, to discuss emergency evacuation of mobility-impaired employees on 16 January 1979. Nine of our employees with such problems were invited (by memoradnum) to attend--one appeared. The meeting brought out the fact that there is need for guidance for those employees who can't easily negotiate several flights of stairs during a fire. [REDACTED] volunteered to prepare a draft publication addressed to these problems. (U)

STATINTL

4. NAPA Team: Mr. Janney and [REDACTED] discussed delegations of authority and other matters with Messrs. Harding and Maharay of the NAPA Team on Wednesday, 17 January 1979. (U)

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5. Retirement Activity: The figures shown below depict retirement activity for the period 1 July 1978 through 12 January 1979. The figures in the clear show totals. The figures in parentheses represent persons who have opted for discontinued service or "involuntary" retirement. Thus, of 421 persons who retired during this period, 102 retired under the "liberal" options. (U/AIUO)

	<u>Civil Service</u>	<u>CIARDS</u>	<u>Total</u>
Retired	190 (81)	231 (21)	421 (102)

6. Educational Aid Fund: To date, 74 employees have requested Educational Aid Fund applications. A total of 116 completed applications were received in last year's program. Applicants have until 1 April to return the applications. (U/AIUO)

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7. Tax Forms: Preparations have been made to make the 1978 Income Tax Forms available in the Headquarters Supply Room on 1 February 1979. (U)

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8. Pheresis Orientation Luncheon: [REDACTED] of the Personnel Affairs Branch will attend a Pheresis Orientation Luncheon which will be sponsored by the American Red Cross on 24 January 1979. The purpose of this luncheon is to familiarize key blood donor group coordinators with the Pheresis Program. In this procedure only the blood component which is needed is removed and the rest of the blood is returned to the donor. (U)

9. Suggestion Box: No suggestions have been received during the past week. The total remains at 69 for the number of suggestions received since the program was initiated. (U)

10. Rehired Annuitants: See attached report. (U/AIUO)

COMING EVENTS:

STATINTL

(1). Military Reserve Meeting: [REDACTED] of [REDACTED] is scheduled to speak to the Agency Military Reservists on Monday, 22 January 1979, at 1745 hours in the Headquarters auditorium. [REDACTED] topic will be "The Potential Agency Support Role in the East. (U/AIUO)

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(2). DDCI-Military Reserve Unit: Mr. Carlucci has been invited to address the Reserve Unit on Monday, 29 January 1979. (U)

F. W. M. Janney

Att

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16 January 1979

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES  
FOR THE AGENCY (10-16 January 1979)

1. The following rehired civilian annuitant cases were approved by the Deputy Director for Administration as new hires:

DCI

STATINTL



- Independent Contractor, OLC,  
effective 15 January 1979.

- Independent Contractor, OLC,  
effective 13 January 1979.

DDA

- Independent Contractor, OS,  
effective 14 January 1979.

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civilian annuitant case was approved for  
for Administration:

DDC

- Independent Contractor, (MOC),  
EUR Division, extended through  
28 February 1979.

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